MSRR / MEL Users Conference
28-29 April 99

MSRR Board of Directors
9 March 99

1

28-29 April MSRR / MEL Users Conference Hotel Arrangements

- Location: Holiday Inn Fair Oaks
                    Fairfax, VA
  - Currently reserved for 28 & 29 April 99
  - Target Number: 200
- Conference Check In
  - 27 April (1600-1800 hours)
    - Outside Fairfax Room
  - 28 & 29 April (0730-0900)
    - Outside Fairfax Room
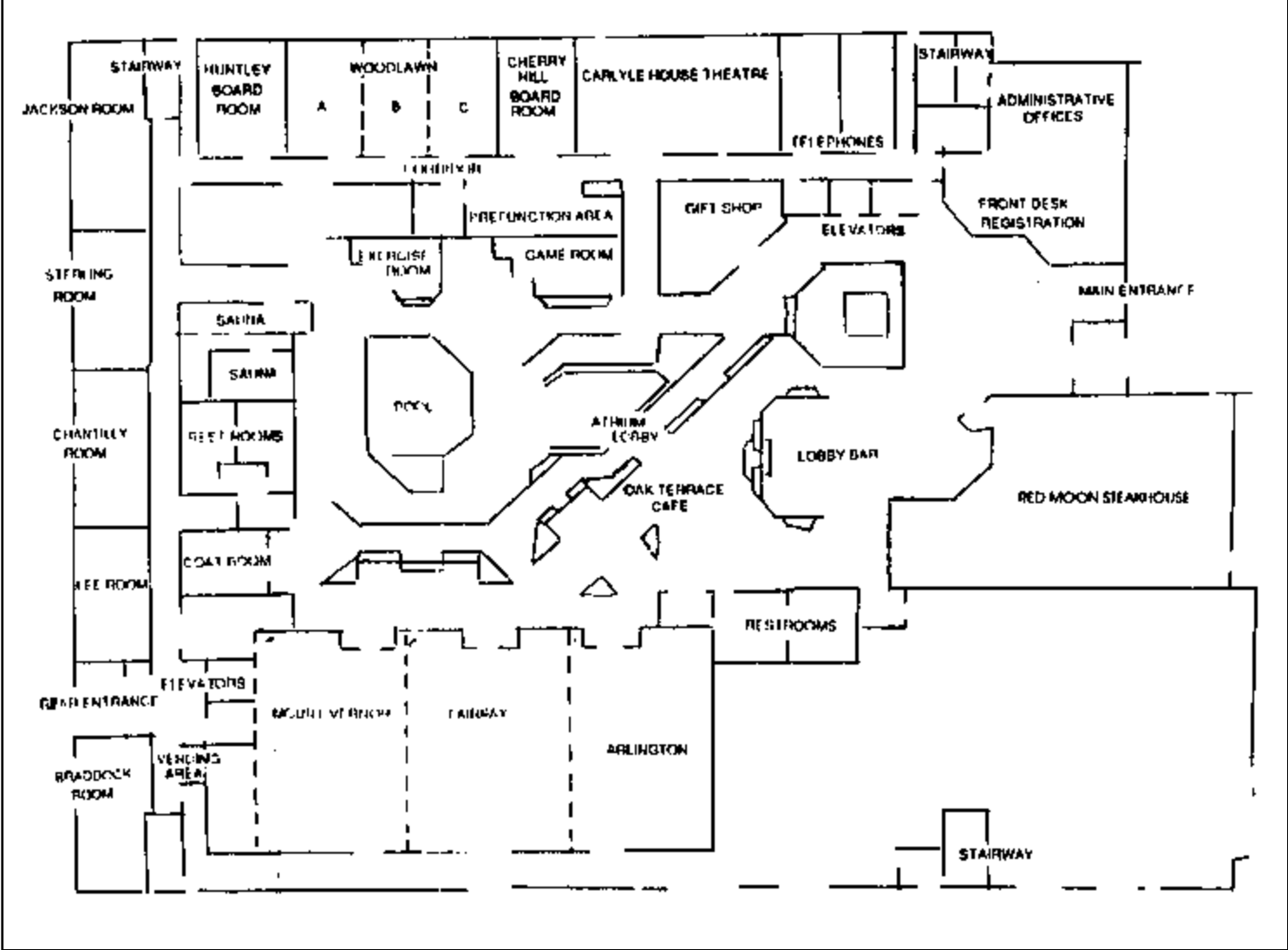
9 Mar

28-29 April MSRR / MEL Users Conference Hotel Arrangements

- Conference Area:
  - Ball Room (3 rooms): Capacity 100+ each
  - Meeting Rooms (2 rooms): Capacity 40 each
  - Conference Room (1 room): Capacity 20 (BoD & ad hoc meetings)
- Conference Catering
  - Breakfast
  - Morning Coffee warm up
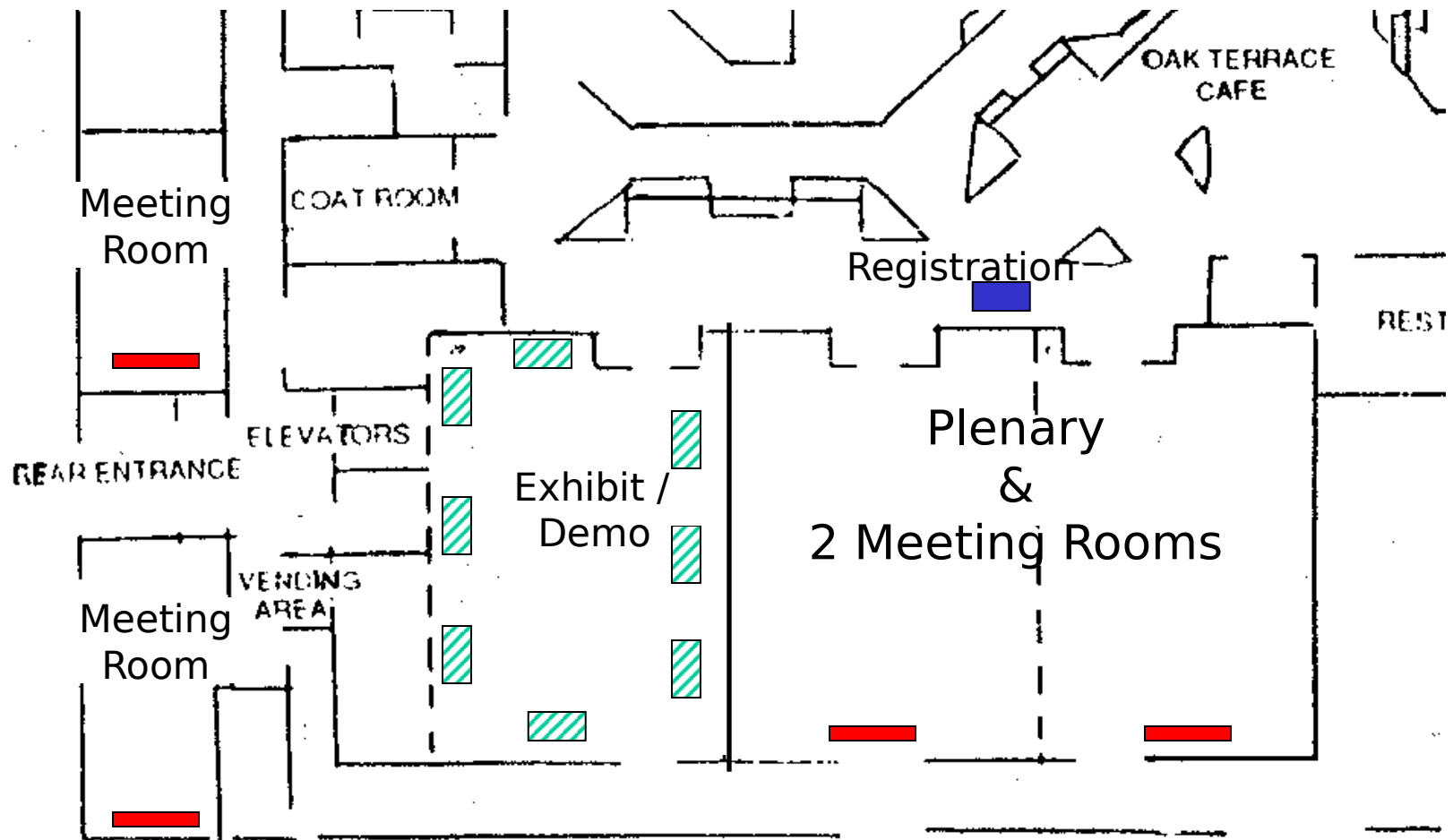 - Afternoon snack
- BoD Lunch
  - 28 & 29 April

9 Mar

3

28-29 Apr MSRR / MEL Users Conference Hotel Arrangements

- Hotel Accommodations
  - Rate: $118 per night
  - Reservation deadline: 13 April
- Parking
  - No charge
  - Outside

9 Mar

4

Holiday Inn Fair Oaks
1st Floor Lobby Area

23 Feb

5

Holiday Inn Fair Oaks Conference Area

25 Feb

6

28-29 Apr MSRR / MEL Users Conference Focus / Theme

- 28 April: Interoperability
- 29 April: Simulation Based Acquisition (SBA)

28-29 Apr MSRR / MEL Users Conference Proposed Schedule / Layout

28 April

	Arlington	Fairfax	Mt Vernon	Braddock	Lee	Conf Rm
0800-1000	Plenary					
1000-1030 Break						
1030-1130			Exhibits			
1130-1300 Lunch						BoD
1300-1400						
1400-1415 Break						
1415-1515						
1515-1530 Break						
1530-1630						

9 Mar

8

28-29 Apr MSRR / MEL Users Conference Proposed Schedule / Layout

29 April

	Arlington	Fairfax	Mt Vernon	Braddock	Lee	Conf Rm
0800-1000	Plenary					
1000-1030 Break						
1030-1130			Exhibits			
1130-1300 Lunch						BoD
1300-1400						
1400-1415 Break						
1415-1515						
1515-1530 Break						
1530-1630						

28-29 Apr MSRR / MEL Users Conference Presentations

- 28 April Plenary
  - Single MSRR Update Presentation
  - Request 2 slides from each node for update
- 28 April / 28 April
  - Meeting rooms available for presentations
  - 100 or 40 person seating
  - 1 hour blocks scheduled
- 12 April
  - Suspense for presentation to AB Tech, in order to allow sufficient time to reproduce

9 Mar

28-29 Apr MSRR / MEL Users Conference
Proposed Exhibits

- MSRR
- MEL
- DIA
- ADS

- Army
- Air Force
- Navy
- BMDO
- C4ISR

9 Mar

11

28-29 Apr MSRR / MEL Users Conference Board of Directors Meetings

- BoD meetings
  - 28 April: Conference Room (1130-1300)
  - 29 April: Conference Room (1130-1300)
- Cold lunch buffet

9 Mar

28-29 Apr MSRR / MEL Users Conference Audio / Visual Concept

- Plenary
  - 2-4 Sequential Single Presentations in 2 rooms of the Ballroom
  - Audience: 200
  - Presentations
    - Electronic- Simultaneous Dual Projection using large projection screens
  - Audio
    - 2-3 Lavaliere microphones

9 Mar

13

28-29 Apr MSRR / MEL Users Conference Audio / Visual Concept

- Presentations
  - Maximum of 4 simultaneous presentations in 2 rooms of the ballroom & 2 meeting rooms
    - Plenary session will be converted into 2 break-out areas
  - Audience: Up to 4 groups of 40-100
  - Presentations-
    - Electronic- Single projection
    - 1 Electronic back-up / No overhead projection
    - Link to internet
    - Powerpoint, Netscape browser
  - Audio (Arlington & Fairfax rooms of Ballroom only)
    - 1 Walk around microphone
    - Podium microphone

9 Mar

14

28-29 Apr MSRR / MEL Users Conference
Audio / Visual Concept

- Exhibit / Demonstration Area
  - 10-12 exhibits / demonstrations located in Mount Vernon Room
  - Audience: Small groups of 1-6
  - Common resources provided:
    - 110 volt power supply
    - Internet access
    - Single 17" monitor
    - Table: 72" by 30"
  - Audio: None

9 Mar